



**The Port Of
Long Beach
Is Seeking A
Port Leasing
Sales Officer**



**THE PORT OF
LONG BEACH**



THE COMMUNITY

The City of Long Beach, California's fifth largest city, is a thriving, diverse community with 462,000 residents, a growing retail base, a strong tourism component and a bright future. For Long Beach, the 1990's was a decade of change. Community leaders and residents have successfully redefined the City's economy and themselves since federally ordered closures of the Naval Shipyard and Naval Station in the early 1990's. This has given rise to a general optimism about the future.

The City of Long Beach is frequently described as a series of strong, diverse, interwoven smaller neighborhoods within a large city. Long Beach offers all the amenities of a major metropolis with the added benefit of having maintained a strong sense of community and cohesiveness despite the City's size.

A superb climate, pleasant ocean breezes, quality schools (including California State University, Long Beach) and a vibrant downtown help make Long Beach one of the most livable communities in Southern California. Additional amenities include the Queen Mary, attractive beaches, the

Aquarium of the Pacific, marinas, excellent hospitals, and an outstanding convention center. Furthermore, unique



neighborhoods, an annual Grand Prix race near the waterfront and thriving arts and cultural resources add to the City's luster.

PORT OF LONG BEACH

The Port of Long Beach is one of the world's busiest seaports and a leading gateway for trade between the United States and Asia. The Port is the second busiest container cargo port in the United States and ranks 12th in the world. If combined, the ports of Long Beach and Los Angeles would rank third, trailing only Hong Kong and Singapore as the busiest port complexes worldwide. East Asian trade accounts for more than 90% of the shipments through the Port. The top trading partners are China/Hong Kong, Japan, South Korea and Taiwan.

The Port of Long Beach is governed by the Long Beach

Board of Harbor Commissioners. The five members of the Harbor Commission are appointed by the mayor and confirmed by the City Council. The Port Executive Director is appointed by the Harbor Commission, and heads the 350-person Harbor Department of the City of Long Beach that carries out port policies and manages port development.

The Port is a landlord port that leases and acquires property for Port development. The Board of Harbor Commissioners leases port shipping terminals and other facilities to private firms. Port revenues, which total over \$225 million annually, are reinvested in new facilities and improvements. The Port operates off its own revenues and receives no funding from the City of Long Beach General Fund.

In addition to its role as a critical hub for international commerce and as a major transportation center, the Port of Long Beach plays a key role in promoting global trade. Port-related international trade has wide-ranging economic impacts, supporting thousands of jobs that benefit the region and the nation.

The Port sponsors educational programs for Long Beach-area students, including scholarships for those enrolled in international business courses at



Long Beach City College and California State University, Long Beach. The Port also sponsors harbor cruises while the Long Beach Harbor Department has created a Speakers Bureau to discuss topics of community interest.

This year the Port of Long Beach is honored to host the 93rd Annual Convention of the American Association of Port Authorities, September 26 – 30. The week-long convention will attract more than 1,000 delegates, guests and others from seaports throughout the United States, Canada, the Caribbean and Latin America.

THE POSITION

The Properties Division of the Port of Long Beach handles all property matters for the Port. The Port Leasing Sales Officer is one of five similar positions reporting to the Manager of Leasing. The Port Leasing Sales Officer conducts and oversees negotiations of leases, permits, property acquisition, and other agreements administered by the Properties Division. The Port Leasing Sales Officer will prepare lease proposals, negotiate for the acquisition of property for Port development, negotiate lease agreements with existing and new tenants, and develop financial information to analyze lease proposals. The Port Leasing Sales Officer will

also work closely with Port engineering and planning staff to coordinate property matters associated with

development projects and work closely with legal staff in the preparation of contracts.

Additional responsibilities may include assignment to manage or administer property acquisition programs, Foreign-Trade Zone 50, oil operations, and the Alameda Corridor.

IDEAL CANDIDATE

The new Port Leasing Sales Officer will be a goals-driven individual who has an understanding of real estate leases and contracts and property acquisition. Serious candidates must have substantial relevant experience in public agency or corporate real estate/property management. The ideal candidate must have strong communication and interpersonal skills and the ability to work independently.

In addition to the stated experience qualifications, the Port seeks candidates who have the following traits and competencies:

- Excellent negotiating skills and written/oral communication ability
- Professional manner
- Ability to anticipate issues and problems
- Inclusive, team-building approach
- High degree of personal and professional integrity
- Focused on customer service, both internally and externally
- Experienced/comfortable interacting with people from different backgrounds and cultures

EDUCATION AND EXPERIENCE

Serious candidates will have a minimum of four years of public agency or corporate real estate/property management experience. Experience as a real estate salesperson or broker is **not** considered qualifying. A bachelor's degree in business or related field is highly desirable. Additional experience may be substituted for the educational requirements on a year-to-year basis.





COMPENSATION AND BENEFITS

The current salary range for the position is \$40,180 to \$70,344 plus monthly auto allowance. The City provides an attractive core benefits package including:

- California Public Employee's Retirement System (PERS) 2.7% @ 55 plan
- Health and Dental Insurance (City pays all or part of the premium for employee and dependents depending on plan selected)
- \$300 monthly auto allowance
- 12 – 20 days vacation depending on length of service
- 12 days sick leave per year
- Nine holidays plus four personal holidays
- \$20,000 term life insurance paid by City
- Deferred compensation plan available

APPLICATION PROCESS AND RECRUITMENT SCHEDULE

The final filing date is Friday, July 23, 2004. To be considered, please submit a detailed resume (reflecting year and month of starting/ending dates for each current or prior position), cover letter, three work-related references and current salary. Forward your materials to Stuart Satow:



CPS EXECUTIVE SEARCH
241 Lathrop Way
Sacramento, CA 95815
916 / 263-1401
Fax: 916 / 561-7205
Email: resumes@cps.ca.gov
Website:
www.cps.ca.gov/search

Visit Port of Long Beach website:
www.polb.com

Following the filing date, resumes will be screened in relation to the criteria outlined in this brochure. Candidates with the most relevant qualifications will be invited to interviews by Port of Long Beach officials in early August. The Port will then conduct the balance of the recruitment process.



The Port of Long Beach is
an Equal Opportunity Employer.

